



	SICK LEAVE			VACATION			PAID PERSONAL LEAVE		PAID PROFESSIONAL LEAVE		HRS. OFF PAYROLL
				Unused Balance 6/30/92 _____							
				Earned 7/1/91 to 6/30/92 _____							
Month	Credited	Charged	Balance	Credited	Charged	Balance	Used	Balance	Used	Balance	
July	9.375	7.5	11.875	6.25	3.75	26.75	4.	18.75			
August	9.375	12.5	6.375	6.25		33.0	2.0	16.5			
September	9.375	7.5	6.575	6.25		39.25	15.0	1.5			
October	9.375		44.875	6.25		45.50	1.5	—			
November	9.375	4.5	46.75	6.25	5.5	46.25					
December	9.375		86.125	6.25	3.0	49.50					
January	9.375	3.	92.5	6.25	7.5	48.75					
February	9.375	10.0	91.875	6.25		54.50					
March	9.375	15.0	86.25	6.25	2.0	58.75					
April	9.375	2.0	93.625	6.25	1.5	63.5					
May	9.375		103.0	6.25	3.0	66.75					
June	9.375	10.0	102.375	6.25	2.0	71.0					
				Total							Total
				Vacation Status _____							
				No. of Hrs. _____							
				Date Status Established and Available July 1, 1993							

**SUMMARY OF INVESTIGATIONS AND CONFERENCES WITH EMPLOYEE REGARDING ABSENTEEISM**